

PLANNING COMMISSION

ACTION MINUTES

TUESDAY, FEBRUARY 18 , 2003

Chair Mathewson called the meeting to order at 7:01 p.m. at the Twin Pines Senior and Community Center.

1. ROLL CALL:

Present, Commissioners: Mathewson, Wiecha, Parsons, Gibson, Feierbach, Frautschi,

Torre (arrived 7:11)

Absent, Commissioners: None

Present, Staff: Community Development Director Ewing (CDD), Principal Planner de Melo (PP), Associate Planner, Swan (AP), Deputy City Attorney Zafferano (DCA), Recording Secretary Flores (RS)

2. AGENDA AMENDMENTS:

3. COMMUNITY FORUM (Public Comments): None

4. CONSENT CALENDAR:

4A. MINUTES OF 1/7/03

MOTION: By Commissioner Parsons, seconded by Commissioner Mathewson, to approve the Minutes of January 7, 2003.

Motion passed. 6/0 Absent: C Torre

4B. Revised Resolution approving a FAR Exception for a Single Family Residence at 3313 Haskins Drive.

MOTION: By Commissioner Wiecha, seconded by Commissioner Gibson, to approve the Floor Area Exception at 3313 Haskins Drive.

Ayes: Weicha, Gibson, Frautschi, Feierbach

Noes: Parsons, Mathewson

Absent: Torre

Motion passed. 4/2/1

Commissioner Torre arrived at 7:11 p.m.

5. PUBLIC HEARINGS:

5A. PUBLIC HEARING - 3709 Encline Way

To consider a Single Family Design Review and Tree Removal Permit to allow the construction of a new 2,756 square foot single-family residence where a maximum of 3,366 square feet would be allowed. (Appl. No. 02-0058)

APN: 043-111-280; Zoned: R-1B (Single Family Residential)

CEQA Status: Categorically Exempt, Section 15303, Class 3(a)

Maurie and Kathleen Bennett (Applicant/ Owners)

AP Swan summarized the Staff Report and was available for questions. She noted that a Neighborhood Outreach meeting was completed for this project by the applicant.

C Frautschi requested that all documentation regarding Public Outreach Meetings be included in future packets to the Commission.

CDD Ewing stated that the house at 3709 Encline was centered on two lots. The lot line was adjusted from underneath the house. He also clarified that lot line adjustments are done administratively.

C Parsons stated for the record that what was shown on the applicant's drawing as an easement, was actually a recorded boundry line between the two lots. AP Swan replied, correct.

C Mathewson opened the Public Hearing.

No one spoke.

MOTION: By C Feierbach to close the Public Hearing, seconded by C Wiecha. Motion passed

MOTION: By Commissioner Feierbach, seconded by Commissioner Parsons, to adopt the resolution approving a Single Family Design Review and Tree Removal at 3709 Encline Way.

Ayes: Feierbach, Parsons, Frautschi, Torre, Gibson, Wiecha, Mathewson

Noes: None

Absent: None

Recused: None

Motion passed 7/0

Chair Mathewson noted that the item may be appealed to the City Council within ten days.

5B. PUBLIC HEARING – Amendment to Zoning Ordinance

To consider revisions to Section 8.4.6 (Community Service Uses) of the City of Belmont Zoning Code. The amendment will consider increasing required parking for Religious and Other Places of Assembly Uses. Continued from 1/7/03 Planning Commission Meeting. Planning Commission recommendations will be forwarded to City Council for final action. (Appl. No. 02-0067)

CEQA Status: Negative Declaration

Applicant: City of Belmont

PP de Melo summarized the Staff Report and was available for questions.

C Frautschi stated Dave Warden asked the Commission to find a mechanism which would look at assemblies with no fixed seating. Will this resolution address that concern?

PP de Melo replied, yes. We now have both fixed seating and gross floor area requirements for the main auditorium.

C Torre asked how Staff came up with 1 parking space for 3-1/2 fixed seats ratio recommendation. PP de Melo replied in doing the comparisons with the other cities surveyed, the 1 parking space for 3-1/2 fixed seats yielded the closest standard.

Chair Mathewson opened the Public Hearing.

Adam Naser, Yaseen Foundation of the Peninsula, stated that the proposal before the Commission tonight was an improvement from the last proposal, however, he was expecting a more generous review. The proposal still falls on the strictest end of the spectrum when compared to neighboring cities. In his final observation, he noted that Belmont was the first city in San Mateo County that would consider a mosque in the category of places of assembly with fixed seating. He went on to say that all other cities that have provisions for places of assembly without fixed seating had places of dancing and similar use in mind.

MOTION: By Commissioner Parsons, seconded by Commissioner Torre, to close the public hearing. Motion passed.

Discussion:

C Torre recommended 1 space for each 4 fixed seats or 1 space per 55 square feet in the main meeting room.

C Parsons agreed with C Torre.

C Wiecha stated what might be acceptable to her was 1 to 4 or 60. She stated that she still had a problem with the concept and was uncertain how she would vote. Her amendment to C Torre's amendment would be 60 square feet.

C Gibson wanted to note for the record that the business of "lumping" dance halls, assembly halls and churches was something that was imposed on the Commission by the Federal Law.

C Feierbach replied that she would move to approve the staff report.

C Mathewson stated he would accept the staff report.

C Mathewson noted for the record that there are potential discrepancies with the parking code. For example the 1 in 20 for high school students creates problems around high schools.

MOTION: By Commissioner Torre, seconded by Commissioner Parsons, Recommending City Council Adoption of a Negative Declaration of Environmental Significance for a Zone Text Amendment for Assembly Uses.

Ayes: Torre, Parsons, Feierbach, Frautschi, Gibson

Noes: Wiecha, Mathewson

Absent: None

Motion Passed 5/2

MOTION: By Commissioner Torre, seconded by Commissioner Parsons, Recommending to City Council Amendments to Section 8.4.6 (Parking- Community Service Uses) of Belmont Zoning Ordinance Number 360 for Assembly uses with the following change 1 space per each 4 fixed seats or one space per each 60 square feet in the main meeting room which ever is greater.

Ayes: Torre, Parsons, Feierbach, Frautschi, Gibson

Noes: Wiecha, Mathewson

Absent: None

Motion Passed 5/2

5C. PUBLIC HEARING – Amendment to Zoning Ordinance

To consider an amendment to the Belmont Zoning Ordinance amending Section 2.60 regarding the definition of "Floor Area, Gross". The amendment will consider reducing the interior vertical height standard from seven or more to six and one-half feet or more.

Appl. No. 03-0013

CEQA Status: Categorically Exempt (CCR 15308)

CDD Ewing summarized the Staff Report and was available for questions.

Public Hearing was opened.

Adam Naser, 283 Sandpiper Ct, Foster City. Mr. Naser stated that he planned to reside in Belmont.

He went on to advise the Commission to consider the additional grading this amendment would create for Hillside properties. If there were a situation of a 3 foot strip of interior floor area with a 6 ½ ceiling, you may force the applicant to comply, this may cause more grading on the other side of the hill. A strip of one foot or two foot along the foundation is not usable. He asked the Commission to consider this situation and avoid additional grading.

MOTION: By Commissioner Parsons, second by Commissioner Frautschi to close the Public

Hearing.

Discussion:

MOTION by Commissioner Parsons second by Commissioner Frautschi Recommending to the City Council an Amendment to the Zoning Ordinance Regarding the Definition of "Floor Area, Gross"

AYES: Parsons, Frautschi, Feierbach, Gibson, Torre, Wiecha, Mathewson

NOES: None

Motion Passed 7/0

6. NEW BUSINESS

6A. Request to Amend Conditions of Approval – Minor Subdivision – 2610 Hallmark Drive

(PA 99-1124).

ZT Froelich summarized the Staff Report and was available for questions.

(SEE ATTACHED VERBATIM MINUTES)

MOTION: By Commissioner Torre, seconded by Commissioner Wiecha, for Staff to return with a revised resolution for 2610 Hallmark.

Ayes: Torre, Wiecha, Frautschi, Gibson

Noes: Parsons, Mathewson, Feierbach

Abstain: None

Absent: None

Motion passed 4/3

REPORTS, STUDIES AND UPDATES

Commissioner Wiecha mentioned she would not be attending the next Planning Commission Meeting as she had a prior work commitment. This was to be her last meeting, she expressed her gratitude to the City and Commission.

Chair Mathewson thanked Vice Chair Wiecha for her dedication and stated that the Commission would be presenting her and Commissioner Feierbach with a Resolution of Appreciation at a later date.

Chair Mathewson asked Staff to check on the Oak Tree at 6th and Harbor as possible damage may be caused by the storage of tools under the tree.

CDD Ewing mentioned the appointments for the Planning Commission will be made by City Council on March 11, 2003. Also the State of the City Breakfast will be held on March 6th and the Commission was invited to attend.

Commissioner Parsons requested the Code Enforcement Officer follow-up on unsightly magazine racks in the Downtown area and front of Pete's Coffee, Longs and Safeway.

Commissioner Feierbach requested more definitive plans of what houses would look like instead of sketches for the Design Review Process. She went on to say, "we get different plans, conceptual plans, drawings etc; there is no uniformity that we can extract an idea of what it looks like".

CDD Ewing stated that the Single Family Design Review discussion would be brought forward at the next meeting.

8. PLANNING COMMISSION LIAISON TO CITY COUNCIL MEETING OF TUESDAY,

March 25, 2003.

Liaison: Commissioner Frautschi

Alternate Liaison: Commissioner Wiecha

9. ADJOURNMENT:

The meeting adjourned at 8:40 p.m. to a regular meeting on March 4, 2003 at 7:00 p.m. at Twin Pines Senior and Community Center.

Craig A. Ewing, AICP

Planning Commission Secretary

Audiotapes of Planning Commission Meetings are available for review

in the Community Development Department

Please call (650) 595-7416 to schedule an appointment.